

20th September 2021

Dear Colleague

We are issuing the below communication on behalf of the Department for Education to support appropriate bodies by providing a checklist of reminders.

As appropriate bodies support schools to introduce the new induction reforms taking effect from 1 September, DfE has provided a short checklist of reminders that may help as you roll out new systems this term.

ECF fidelity checking:

- Schools who are not using a funded provider-led induction programme will require an appropriate body to check that the induction programme they have put in place has been designed and delivered with fidelity to the ECF. Chapter 4 of the [Appropriate Bodies Guidance](#) explains the appropriate body role in ECF fidelity checking and you will find template fidelity checking forms in Annexes A and B.
- For schools delivering their own induction programme, it is not necessary for them to have planned in detail the scheduling of all individual sessions across the full induction period, but as a minimum the plan should set out a fully planned sequence of content and coverage per term, demonstrating how the ECF will be covered in full over the period of induction.

Assessment and gathering evidence:

- The [Statutory Induction Guidance](#) outlines the expectations for formal assessment and progress reviews and Chapter 5 of the [Appropriate Bodies Guidance](#) explains the appropriate body role in further detail. You will find template reports in Annexes C and D.
- There is no need for schools to reproduce evidence in detail for a formal assessment report. A summary of the evidence that has been considered when reviewing the ECT's progress will be sufficient in most cases. This should include a brief description of **how** the

evidence demonstrates progress made towards meeting the Teachers' Standards.

- There is also no need for the ECT to create anything new for the formal assessment. They should draw on evidence from their work as a teacher and from their induction programme.

DfE support:

- DfE is aware some appropriate bodies would be interested in receiving ongoing information and support as the induction reforms are implemented. It will continue to use this mailing list to ensure all ABs receive updates and information about relevant guidance or events.
- DfE is also very interested in hearing more from ABs about their experiences delivering the reforms, and will be in touch with all ABs later this term so that you will have a chance to share your views.